

*CJIA Executive Committee  
May 20, 1998  
Meeting Minutes*

Members present:

Maureen Sunn, King County  
Mike Vandiver, Washington State Association of Sheriffs and Police Chiefs  
Sue Fleener, Department of Licensing  
Robert LaMoria, Office of the Attorney General  
Captain John Broome, Washington State Patrol  
Bob Griesel, Office of Financial Management  
Don Price, Department of Corrections  
Dave Guthmann, Juvenile Rehabilitation Administration

Dennis Hausman, JIN Coordinator, called the meeting to order at 1:30 p.m. A motion to adopt the minutes from the April 15, 1998 Criminal Justice Information Act (CJIA) Executive Committee meeting carried unanimously.

*Process Control Number (PCN) business rules* – Dennis Hausman/Mike Vandiver  
Joan Smith from the Washington State Patrol provided an update/overview on the PCN business rules. The PCN rules, complete with a preamble were proposed to the committee. A few items were tabled pending approval by the Washington State Association of Prosecuting Attorneys. At that time, Dennis will route them to the members for final approval. The remaining items were approved.

*JIN Conference* – Dennis Hausman  
The Department of Corrections (DOC) has agreed to give \$13,000 in funding to the conference for expenses. The conference is scheduled for August 4, 1998 from 7:30 a.m. – 5:00 p.m., at the Sea-Tac Marriott. There will be a \$25.00 fee. Dennis shared the draft agenda for the meeting, and stated the flyers will be sent out within the next week.

*Agency Roundtable - All*

Gary Robinson stated the balance of \$350,000 in federal funds would be carried to the next fiscal year.

John Broome stated the WASIC/WASAS rewrite is ongoing.

Don Price mentioned that DOC is undergoing a reorganization and six proposed management positions have been sent to DOP for approval.

*New Business*

It was discussed if any of the \$350,00 in federal funding available could be provided to supporting the PCN business rules. Gary made a motion to make these monies available for PCN implementation. The motion was seconded by Mike Vandiver and the motion was approved. Another motion was made to appoint a sub-committee to come up with a plan of

action relative to the PCN issue, the committee is to be made up of the following: John Broome, Mike Vandiver, Dennis Hausman and Bev Hempleman. This motion was seconded and approved.

Meeting Adjourned.